

Horne Parish Council

www.horne-pc.org.uk

Clerk: Clare Kennedy, Red Tiles, Newchapel Road, Lingfield, Surrey, RH7 6BJ

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Members are summoned to the
Annual General Meeting of Horne Parish Council
to be held on Wednesday 5th May 2021 at 7.30pm
Held by video conference on the Zoom Platform



Clare Kennedy, Clerk

AGENDA

Members of the Public and Press are welcome and encouraged to attend

10.	PROCEDURAL MATTERS
10.1	To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office
10.2	To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office
10.3	Apologies: To receive apologies for absence
10.4	Disclosure of Interests: To receive any disclosure by Members of any Disclosable Pecuniary Interests (DPIs) and / or other interests arising under the Code of Conduct
10.5	Public questions: The first ten minutes of the meeting are available for members of the public to raise questions about and comment on items on the agenda.
10.6	Minutes: Minutes of the Parish Council meeting held on 19 th April 2021 and the EOM on the 26 th April 2021 to be agreed and signed as a true record.
11.	Human Resources Committee
11.1	To agree in accordance with Standing Order the terms of reference for the Human Resources and Cricket Club Committees
11.2	To confirm as per Standing Orders that members are to be appointed to the Human Resources and Cricket Club Committee for the 2021/22 municipal year.
12	ADMINISTRATION
12.1	Councillors to confirm the Standing Orders to be adopted for the municipal year 2021/22
12.2	Councillors to confirm the Financial Regulations to be adopted for the municipal year 2021/22
12.3	Councillors to confirm the Code of Conduct to be adopted for the municipal year 2021/22
12.4	Councillors to agree the Asset Register for 2021/22
12.5	Councillors to approve the insurance policy is adequate for the coming year
13	REPORTS
13.1	County Councillor Report
13.2	District Councillor Report

14.	PARISH ENVIRONMENT
14.1	Councillors to discuss the Extraordinary Meeting held by Horne Parish Council on Monday 26 th April 2021 and confirm action required.
14.2	Horne Parish Council to acknowledge an update from the Cricket Club subcommittee
14.3	To suggest and engage Parishioners in parish incentives such as: - A quarterly litter pick - A guided footpath walk - Email reporting of faults or maintenance in/around the parish
14.4	To discuss and action how Social Media can be more reflective of Parish needs
15.	PLANNING
15.1	Planning application decisions to be noted by Horne Parish Councillors 2021/168 Horne Park Farm Lodge, Bones Lane, Newchapel, Lingfield, Surrey, RH7 6HR Proposal Erection of single storey rear extension. (Certificate of Lawfulness for Proposed Use or Development) Decision Withdrawn
15.2	Planning applications received and for discussion by Councillors: 2021/647 Little Brook Cottage, Bones Lane, Newchapel, Lingfield, Surrey, RH7 6HR Proposal Erection of a two-storey rear extension. (Certificate of Lawfulness for proposed development.) https://tdcplanningsearch.tandridge.gov.uk/Planning/Planning/Planning?reference=2021-647 2021/593 Saran, Smallfield Road, Horne, Horley, Surrey, RH6 9JP Proposal Erection of detached wooden garage. https://tdcplanningsearch.tandridge.gov.uk/Planning/Planning/Planning?reference=2021-593
15.3	Councillors to decide up upgrading the planning page on the website to include for a cost the Planning Tracker Feature offered from "My Parish Council" who designed the website
15.4	Horne Parish Council to discuss unauthorised building within the parish for the clerk to report to Enforcement at Tandridge District Council
16.	FINANCIAL
16.1	To approve payments for April and May 2021:
	£860.60 Clerks Salary May 2021 Less deductions of Tax and NI
	£80.29 April (M1) PAYE due by 22 nd May 2021
	£35.52 Clerk Expenses retrospectively for April 2021 (detail to follow)
	£14.36 Zoom
	£285.57 Zurich Insurance Policy
16.2	Councillors to review and sign off bank reconciliation
17.	INFORMATION FOR COUNCILLORS (for noting and including on future agendas)
	Councillors to note the internal audit will be carried out remotely on the 18 th May 2021
18.	Matters Arising
	Note thanks from the Kent, Sussex and Surrey Air Ambulance for donation
	Note thanks from Bloomin Arts for donation
	Complaint Letters
	Enforcement Request Letter
	Parish Litter Pick

16.	MEETING DATES
	End of May – HGV meeting TBC
	Monday 21st June 2021
	Monday 19th July 2021
	Monday 20th September 2021
	Monday 18th October 2021
	Monday 15th November 2021
	Monday 20th December 2021 – Suggested amendment to Monday 13 th December 2021